

## REQUEST FOR INTERVIEW

Name: <u>McLaughlin, Michael</u>	Institution: <u>WPT 128</u>	Room #:	Date:	OTIS #:
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To: Mailroom and/or accounting

Request: At the beginning of the month I attempted to file some documents with the Kenai Court. Documents retained from this transaction with WPTF (OTAs and Reports) all indicate that the parcel and the check that was approved (check # 63701361) were mailed on 10/6/08. The Kenai clerk told me today that the court has not received my filings. I would ask that you look into this matter at your earliest convenience: as these filings were time sensitive. I would also ask for a copy of my mail log which verifies my attempts so that I may make corrective measures with the court.

Inmate Signature: Thank you & God Bless

Date:

Action Taken:

OTA date 10-29-08 didn't come thru my office so didn't get logged  
check for \$18.50 was cut on 10-3-08 to AK Court System  
check cut on per week  
mailed out on Monday - 10-6 per Cheryl - Acting

Employee Signature:

Date:

Final Action Taken:

For some reason this envelope did not come through my office so it did not get logged however I did check with Cheryl in Accounting to see if she got a check for AK Court System. The OTA was approved by Officer Howland. The check for \$18.50 was cut on 10-3 to AK Court System & mailed out on Monday, Oct 6th. Cheryl checked with the court house to see if the check had gone through then get, which it had not.

Employee Signature:

Date:

There was 2 holidays in there

DMV.10-22-08

which may be part of the hold up. Also the Courthouse make their deposits weekly. Mail log was given on Oct 21.

Distribution: Original to Case Record  
 Department of Corrections, Form 808.11A  
 Rev.04/08